

## **RULES AND REGULATIONS FOR FOOD VENDORS**

1. Each Food Vendor is required to pay the \$130 per Food Vendor space.
2. A Temporary Event License from the Pima County Health Department must be obtained in advance of food service and posted on-site. Pima County Health Department can be contacted at (520) 243-7908. (See attached copies of handouts: TEMPORARY FOOD SERVICE APPLICATION, GUIDELINES FOR TEMPORARY FOOD SERVICE & HANDWASHING SET-UP)
3. All Food Vendors are expected to participate for the full two days. Show hours are Saturday and Sunday, November 24-25 from 9:00 am – 4:00 pm.
4. Food Vendors may not sell beer or alcohol.
5. The sale of all edible items is restricted to Food Vendors only. This applies to arts and crafts vendors who are selling edible items such as food items in baskets and edible craft items such as gum airplanes, candy cane reindeers, ornaments, etc.
6. Non-profit organizations raising money for their organization by selling food items made by their members must submit a letter of intent with proof of non-profit status prior to registering to be eligible for a space and comply with the Pima County Health Department.
7. It is the responsibility of the Food Vendor to be licensed for sales tax, if deemed necessary by the State of Arizona Department of Revenue and by the City of Tucson Business Department. The City of Tucson must send Fair Rosters to the appropriate authorities.
8. Food Vendor sites are approximately 15' x 20'. Upon application acceptance, Fair Staff will work with Food Vendors to determine the space of their assignment.
9. Food Vendors must supply their own electrical power. Generators that create noise must be located as far away from fair as possible. Generators that operate above conversational volume level (55 decibels) may not be allowed depending on distance they can be placed from Fair, to be determined by Fair Staff.
10. All pop-up tents shall be adequately braced and anchored to prevent weather-related collapse, movement from wind and other applied structural stresses. Each tent or canopy shall have either a tethered stake (not longer than 12") sand bags, cement block or water filled barrels at every post. Manufacturer's recommended construction and use guidelines for all structures shall be followed.
11. Food Vendors must comply with Tucson Fire Department code for tents and cooking booths. Copies of TUCSON FIRE DEPARTMENT TENT AND CANOPY INFORMATION and TUCSON FIRE DEPARTMENT EXTERIOR COOKING BOOTH INFORMATION are both part of these Rules and Regulations.
12. There can be no placement of equipment or articles that create a possible hazard or liability. Fair staff will determine this.
13. The displaying and selling of items is limited to within the boundaries of the assigned space.
14. Nothing may be hung or secured to any City of Tucson property. No nails in trees, buildings, posts, etc. No vegetation can be trimmed or cut.
15. Food Vendors are not allowed to bring their pets to the Fair.
16. Food Vendors are responsible for keeping their space free of litter during the Fair and leaving their space free of litter at the end of the Fair.
17. Security will be provided Saturday and Sunday during the open hours of the Fair by Tucson Police Department and overnight from 4:00pm Saturday until 8:00 am Sunday by a security company. Vendors are still responsible for possessions left on site after closing hours.
18. All vehicle movement off pavement MUST be escorted by Fair Staff. Food Vendors need to coordinate their set-up with Fair Staff since vehicles will need to be directed around water and electrical systems. Fair Staff will be on-site three hours before the opening of the Fair and until all vendors have cleared their sites.
19. On-site set-up for Food Vendors is available the Friday afternoon before the Fair only by prior arrangement and appointment with Fair Staff.
20. Fair Staff have final say on all matters of parking and placement.
21. RVs can park overnight in Reid Park on Friday and Saturday nights. Make a note on your Registration Form so that Fair Staff will know in advance that you may be in the park overnight and park personnel will be notified.